

Town of Derry, New Hampshire
Capital Improvements Plan



FY2023 - FY2028

Presented to the Derry Planning Board:

February 16, 2022

Adopted by the Derry Town Council:

May 3, 2022

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Introduction

The preparation and adoption of a Capital Improvements Plan (CIP) is an important part of Derry's budget process. A CIP aims to recognize and resolve deficiencies in existing public facilities and anticipate and plan for future demand for capital facilities. A CIP is a multi-year schedule that lays out a series of municipal projects and their associated costs. Over the six-year period considered by the CIP, it shows how the Town should plan to expand or renovate facilities and services to meet the demands of existing or new population and businesses.

A CIP is an **advisory document** that can serve many purposes, among them to:

- Guide the Town Council in the annual budgeting process;
- Contribute to stabilizing the Town's property tax rate;
- Aid the prioritization, coordination, and sequencing of various municipal improvements;
- Inform residents, business owners, and developers of planned improvements;
- Identify challenges moving forward.

Although the CIP is a planning document and advisory in nature, it does serve a critical purpose to help identify capital needs and, equally important, requires the Town to identify the source of funding to pay for these pieces of equipment and buildings. Historically, virtually all major capital expenditures have been funded with Capital Reserve Funds, which are replenished through transfers from the Unallocated Fund Balance (UFB) in accordance with Town Council policy.

The Council's policy limits the amount of transfer to \$1.5M annually; a review of past transfer amounts confirms that dependency on UFB to fund the Town's capital needs at that level remains unreliable. However, until the Town can develop additional revenue sources and transition some funding away from reliance upon UFB, that's the mechanism which is available, and the CIP should reflect that fact.

This plan is built upon an estimate of \$1,250,000 available annually for transfer into Capital Reserve Funds. In FY19, the Town began budgeting \$250,000 in the operating budget for capital improvements to begin the process of reducing the Town's reliance upon fund balance to finance capital needs. The Town has completed a review of the funds available for the program over the past several years, which confirmed that the \$1.25M level appears to be sustainable.

In certain years the amount available will exceed estimates; when that occur, the CIP should be revised to accelerate capital acquisitions which better reflect the true needs of the organization.

Information contained in this report was supplied by the various town Departments and Boards and Committees. Although this Capital Improvements Plan spans a six-year planning horizon the Plan is updated annually to reflect changing demands, new needs, and regular assessment of priorities.

This document contains those elements required by law to be included in a Capital Improvements Plan. The Chief Financial Officer coordinated information supplied by Senior Staff to develop this report under the authority of the Town Administrator pursuant to Section 9.8 of the Town Charter.

For purposes of the CIP, a “capital project” is defined as a tangible project or asset having a cost of at least \$100,000 and a useful life of at least five years and all projects/equipment funded from capital reserve funds. Eligible items include new buildings or additions, land purchases, studies, substantial transportation improvements, recreation facilities and purchases of major vehicles and equipment. To provide the Town Council with all pertinent information, items such as building repairs and equipment purchases should be combined, which usually exceeds the \$100,000 threshold. Operating expenditures for personnel and other general costs are not included. Expenditures for maintenance or repair are generally not included unless the cost or scope of the project is substantial enough to increase the level of a facility improvement.

Executive Summary

The Capital Improvements Plan for FY 23 – 28 anticipates investing \$64.2M in capital projects over the next six years; of that amount, \$27.6M is projected for General Fund projects and equipment, \$18.5M for Water, \$17.2M for Wastewater and \$945K for Cable.

All of the projects listed in the Plan have an identified funding source, with two major exceptions. First, the Town Council directed that an evaluation be completed of the Town’s public safety facilities, which resulted in a report which identified several strategies to address the deficiencies on the facilities. Placeholders have been included in this plan to recognize both the need and the continuation or studies to finalize a direction for this project. Second, the Town continues to review the condition and future use of the lodge at Alexander-Carr Park. A similar placeholder has been inserted for this project as well.

Finally, this plan anticipates significant capital investments into the Town’s water and wastewater systems; the Council has yet to set policy on this matter and will be subject of a workshop during the review of the FY23 budget.

Funding of major projects and continued sustainable funding for the entire plan will remain challenging through the mid-term. The Town restarted funding for capital in the FY 19 Town budget with a \$250K annual appropriation, however, a vast majority of funding is contingent upon availability of sufficient surplus at budget year-end; this strategy needs to change for the Town to adequately fund its capital needs.

The Town went through a period several years ago where budget constraints and Council policy prevented the scheduled replacement of equipment and facilities to maintain town services. Since FY18, the Town has been implementing a plan to recover from the period by aggressively updating its capital assets, however, at this pace, the plan is unsustainable in the mid and long term.

Maintaining the current pace of replacement/acquisitions would have resulted in the following challenging position with the Capital Improvements Program:

Capital Reserve Fund Projections FY23-28				
CRF Fund	FY22 Balance	FY27 Balance	Largest Deficit	Largest Deficit Year
Police	\$ 913,812.00	\$ (41,515.00)	\$ (41,514.00)	FY27
Fire	\$ 1,915,865.00	\$ (432,470.00)	\$ (2,426,816.00)	FY32
Public Works	\$ 1,079,708.00	\$ (169,545.00)	\$ (606,561.00)	FY30
EMT/B&G	\$ 422,549.00	\$ 547,016.00	n/a	n/a
IT	\$ 94,645.00	\$ (76,152.00)	\$ 76,152.00	FY27

Upon a review of the Town's anticipated financial position and extending the life of multiple capital assets, this plan now reflects the following:

Capital Reserve Fund Projections FY23-28				
Town Administrator Recommendations				
CRF Fund	FY22 Balance	FY27 Balance	Largest Deficit	Largest Deficit Year
Police	\$ 913,812.00	\$ 217,780.00	n/a	n/a
Fire	\$ 1,915,865.00	\$ 326,917.00	\$ (1,087,879.00)	FY34
Public Works	\$ 1,079,708.00	\$ 231,420.00	\$ (17,818.00)	FY30
EMT/B&G	\$ 387,549.00	\$ 674,516.00	n/a	n/a
IT	\$ 94,645.00	\$ 88,964.00	n/a	n/a

Although the Town is much better positioned through the current program period, future additional analysis will be required to ensure that all capital reserve funds remain financially balanced into the future.

Financing Methods

In the project summaries below, there are several different financing methods used. Four methods require appropriations, either as part of the Town's annual operating budget or as independent warrant articles at Town Meeting.

The **1-Year Appropriation (GF)** refers to those projects proposed to be funded by the general fund within a single fiscal year. In this plan, the Town budgets at least \$1.45M for roads annually and funds its police cruiser replacement lease program with direct appropriations from the operating budget.

The **Capital Reserve (CRF)** method requires appropriations over more than one year, with the actual project being accomplished only when the total appropriations meet the project cost. Virtually all purchases and projects for General Fund expenditures are routed through the Capital Reserve or Expendable Maintenance Trust Funds.

Lease/Purchase (LP) method has been used by departments for the purchase of vehicles and building renovations or additions exceeding \$50,000. The Town issues 5-year lease purchase agreements for expenses between \$50,001 – \$100,000; seven-year financing above \$100K up to the \$1.0M range. Due to fiscal constraints, the Town has had to enter 10-year leases on significant projects in the \$1.0M range. The leases are repaid from Capital Reserve Funds.

Bonds (BD) are generally limited to the most expensive capital projects, such as major renovations, additions, or new construction of municipal buildings or facilities, and allow capital facilities needs to be met immediately while spreading out the cost over many years in the future.

Grants (GR) & Other Sources (O) are also utilized to fund capital projects; typically, grants will cover a portion of the overall project cost, and the Town is responsible for the remaining percentage of the project cost. There are several grants and other sources identified in this Plan which should assist with project funding:

Assistance of Firefighter Grants – Funded at 90%, this grant source was used successfully to replace the Fire Department's Self-Contained Breathing Apparatus purchase, with Air Filling Station in FY22, and planned for the vehicle exhaust systems throughout the Department's four fire stations.

Homeland Security Grant – Targeted for Emergency Management Division

purchases, with a varying cost share which may allow in-house soft cost matches.

Bridge Improvement Fund – Begun a number of years ago, leverages NHDOT Bridge Aid to complete bridge and large culvert replacements.

Alexander-Carr Trust – Another strategy includes using excess earnings to replace outdated equipment and facilities.

Tax Increment Financing (TIF) - TIF Districts allow the Town to use increases in property values within a defined area to directly pay off bonds for infrastructure improvements and capital projects within a defined district per NH RSA 162-K.

Derry Commerce Corridor Tax Increment Financing Fund – The Town Council extended the former Rte. 28N TIF through Crystal, Birch, and the Downtown, which provides funding for infrastructure improvements in this area, including Hood Park, Downtown, Crystal Avenue and Manchester Road.

Gateway Tax Increment Financing Fund – The Town recently completed payment on debt associated with the Ash Street Corporate Park; the Town Council in 2021 renamed and expanded the District to encompass the Exit 4A corridor to invest in economic development opportunities as that project nears construction.

Access & Users Fee (AF) refers to money collected from users of a systems, dedicated to ongoing maintenance of town-wide infrastructure, including:

Wastewater Fees – Customers of the Town’s wastewater system pay user charges and may also be subject to access fees, with both revenue sources contributing to wastewater capital projects.

Water Fees – Customers of the Town’s water system pay user charges and may also be subject to access fees, with both revenue sources contributing to water capital projects.

Southern New Hampshire Regional Interconnection Project – The Town has agreed to play a pivotal role with the project, where water from the Manchester Water Works is “wheeled” through Derry to communities south. In recognition of its role, the Town will accrue wheeling revenues; recent legislation filed on behalf of the Town (RSA 38:29 I-a) allows no more than 50% of these revenues to be used for economic development purposes.

Lastly, the Town can take advantage of ***Public/Private Partnerships***, where a private organization shares the costs of funding a capital project.

Identification of Departmental Capital Needs

Project Forms are collected from Department Heads and Committee Chairs to identify potential capital needs and provide descriptions for the project requests. Forms are tailored to generate information that defines the relative need and urgency for projects and enables long-term monitoring of a project's useful life.

After written descriptions of potential capital projects are submitted, department heads or committee chairs may explore any alternative approaches available to achieve the optimum level of capital needs and improvements.

The requests submitted from Department Heads, Boards & Committees are evaluated and assigned to the 6-year schedule according to the priority of all capital requests. The following pages describe each of the requests that have been placed in the 6-year CIP program, and include: spreadsheets of the schedule, funding sources, tax impacts, and other required information.

Priority System

Priority 1 – Urgent

Cannot Be Delayed: Needed immediately for health & safety.

Priority 2 - Necessary

Needed within 3 years to maintain basic level & quality of community services.

Priority 3 - Desirable

Needed within 4-6 years to improve quality or level of services.

Priority 4 - Deferrable

Can be placed on hold until after 6-year scope of current CIP but supports community development goals.

Priority 5 - Premature

Needs more research, planning & coordination.

Priority 6 - Inconsistent

Contrary to land-use planning or community development goals.

TOWN OF DERRY

SUMMARY OF ALL CAPITAL PROJECTS (TOTAL PROJECT COSTS) FY 2023- 2028

Department/Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
PUBLIC WORKS								
Highway / Buildings and Grounds	\$2,007,147	\$2,645,000	\$3,105,000	\$2,300,000	\$2,100,000	\$1,860,000	\$2,020,000	\$14,030,000
Cemetery	\$25,000	\$0	\$0	\$25,000	\$0	\$0	\$160,000	\$185,000
Code Enforcement	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000	\$100,000
Transfer Station	\$170,000	\$0	\$335,000	\$125,000	\$0	\$0	\$75,000	\$535,000
Vehicle Maintenance	\$25,000	\$0	\$90,000	\$50,000	\$0	\$0	\$0	\$140,000
Parks and Recreation	\$0	\$35,000	\$0	\$0	\$0	\$80,000	\$0	\$115,000
Public Works Sub-Total	\$2,227,147	\$2,680,000	\$3,530,000	\$2,550,000	\$2,100,000	\$1,940,000	\$2,305,000	\$15,105,000
FIRE DEPARTMENT								
Fire Equipment / Personal Protection	\$569,654	\$0	\$20,000	\$80,000	\$197,000	\$120,000	\$130,000	\$547,000
Apparatus and Vehicles	\$357,500	\$750,000	\$65,000	\$329,000	\$934,000	\$584,000	\$500,000	\$3,162,000
EMS / Training Equipment	\$68,000	\$40,000	\$32,000	\$41,000	\$76,000	\$40,000	\$87,000	\$316,000
Communication / Station	\$54,891	\$206,538	\$135,737	\$112,481	\$292,681	\$169,381	\$171,081	\$1,087,899
Emergency Management	\$0	\$0	\$0	\$75,000	\$35,000	\$0	\$0	\$110,000
Fire Sub-Total	\$1,050,045	\$996,538	\$252,737	\$637,481	\$1,534,681	\$913,381	\$88,081	\$5,222,899
POLICE DEPARTMENT								
Various Police Projects	\$102,989	\$570,727	\$346,793	\$435,858	\$790,879	\$91,314	\$93,814	\$2,329,385
Police Sub-Total	\$102,989	\$570,727	\$346,793	\$435,858	\$790,879	\$91,314	\$93,814	\$2,329,385
GENERAL GOVERNMENT								
Information Technology	\$27,000	\$0	\$13,000	\$200,000	\$80,000	\$95,000	\$0	\$388,000
Library	\$127,960	\$45,000	\$0	\$110,000	\$0	\$0	\$0	\$155,000
Taylor Library	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expendable Maintenance Trust Fund	\$351,714	\$1,655,000	\$2,580,002	\$115,000	\$0	\$40,000	\$0	\$4,390,002
Sub-Total - General Gov't	\$506,674	\$1,700,000	\$2,593,002	\$245,000	\$80,000	\$135,000	\$0	\$4,933,002
Grand Total - General Fund Projects	\$3,886,855	\$5,947,265	\$6,722,532	\$4,048,339	\$4,505,560	\$3,079,695	\$3,286,895	\$27,590,286
Summary - ALL CAPITAL PROJECTS								
General Fund Projects	\$3,886,855	\$5,947,265	\$6,722,532	\$4,048,339	\$4,505,560	\$3,079,695	\$3,286,895	\$27,590,286
Water Enterprise Fund Projects	\$825,000	\$7,035,000	\$7,470,001	\$2,130,000	\$645,001	\$600,000	\$600,000	\$18,480,002
Wastewater Enterprise Fund Projects	\$600,000	\$6,450,000	\$4,445,000	\$4,230,000	\$65,000	\$2,030,000	\$0	\$17,220,000
Cable Department Projects	\$200,000	\$225,000	\$245,000	\$115,000	\$85,000	\$115,000	\$160,000	\$945,000
TOTAL - ALL CAPITAL PROJECTS	\$5,511,855	\$19,657,265	\$18,882,533	\$10,523,339	\$5,300,561	\$5,824,695	\$4,046,895	\$64,235,288

NET TAX IMPACT ANALYSIS

GENERAL FUND

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
MUNICIPAL GOVERNMENT							
General Fund Long Term Bonds							
Principle	522,500	525,000	535,000	462,500	465,000	430,000	435,000
Interest	220,351	202,431	184,186	165,566	149,746	133,600	117,725
Total Debt Pmts	\$742,851	\$727,431	\$719,186	\$628,066	\$614,746	\$563,600	\$552,725
General Fund Leases							
Principle	1,174,546	1,145,148	1,039,796	885,211	\$451,865	\$348,878	\$319,376
Interest	100,665	110,132	80,602	53,893	\$32,690	\$23,020	\$17,001
Total Lease Pmts	\$1,275,211	\$1,255,280	\$1,120,398	\$939,104	\$484,555	\$371,898	\$336,377
General Fund Anticipated Leases							
Total Lease Pmts	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-Lease Acquisitions Through Capital Reserve Funds							
Operating Budget Expenditures							
Capital Investments							
Net Tax Impact							
Assessed Valuation							

TOWN OF DERRY, NH
Preliminary Six Year Capital Improvement Plan
Fiscal Years 2023 - 2028

TOWN OF DERRY, NH Preliminary Six Year Capital Improvement Plan						
Fiscal Years 2023 - 2028		Project Description				
Item by Group		Total Cost Estimate	Funding Mechanism	FY 2022	FY 2023	FY 2024
POLICE						
Marked Cruiser Replacement Program (Ford Interceptor)	Purchases or lease marked fleet every three years. Year 1 - Year 3	978,736	Lease/Operating Budget	489,368		
Replace Chief of Police Vehicle	Replace 10 Year Old Vehicle	39,817	Capital Reserve Fund	43,389		
Replace Patrol Division Commander Vehicle	Replace 20 Year Old Vehicle	43,389	Capital Reserve Fund	43,389		
Replace Crime Division Commander Vehicle	Replace existing equipment at EOL in 2026	349,544	Lease - CRF	349,544		
Ex-Dom - Body Recorder System	Replace system reaching EOL in 2026	26,504	Capital Reserve Fund			
Watch Guard DE Replacement	Replace system reaching EOL in 2026	127,235	Capital Reserve Fund			
Fire Protection	Purchase and install parking lot gate maintenance facility	24,000	Capital Reserve Fund			
New Police Facility	Purchase land and build a 25k square foot facility with a 7,500 square foot maintenance facility	1	Bond			
Taser Update Project	5 Year Capital Lease - No Interest					1
AED Replacement Project	Replace and AED's that are no longer covered by warranty	19,140	Capital Reserve Fund	78,989	83,800	86,314
Motorola Communication System Maintenance and Upgrade	Preventative Maintenance and every 2-year upgrade on \$1.6M Communication System	350,462	59% Priced 41% Fire CRF	81,359	19,140	91,314
Department Totals		102,989	570,727	346,793	435,858	790,379
FIRE						
Personal Escape Harness System	Provides quick evacuation out of elevated areas	22,976	Capital Reserve Fund	22,976		
Water Rescuer Equipment	Rancho/boat ice, sand water, and water rescue equipment	35,000	Capital Reserve Fund			
Personal Protective Equipment	Replacement of turn-out gear for personnel-3 year program starting in FY'26	112,000	Capital Reserve Fund			
Personal Protective Equipment	Replacement of turn-out gear for personnel-3 year program starting in FY'26	120,000	Capital Reserve Fund			
Personal Protective Equipment	Replacement of turn-out gear for personnel-3 year program starting in FY'26	130,000	Capital Reserve Fund			
Vertical Rescue Equipment	Replace equipment to meet NFPA and ASTM safety standards	50,000	Capital Reserve Fund			
Self-Contained Breathing Apparatus	Replace Self-Contained Breathing Apparatus (SCBA) w/refill station	476,678	Grant (50%) Capital Reserve Fund	476,678		
Self-Contained Breathing Apparatus	Replace Self-Contained Breathing Apparatus (SCBA) w/refill station	70,000	Grant (50%) Capital Reserve Fund	70,000		
Portable Hazardous Materials Gas Monitoring Equipment	Replace 5 Multi-Gas Monitors (Oxygen, Carbon Monoxide, Hydrogen Sulfide, Flammable Gases, & Volatile Organic Gases), 5 Hydrogen Cyanide Gas monitors, one Chlorine Gas Monitor, one Ammonia Gas monitor, and associated calibration equipment	20,000	Capital Reserve Fund			
Battery Powered Rescue Tools	Battery operated Cutter, Spreader, and Ram Tools					20,000
Equipment & PPE Sub-Totals		80,000	Capital Reserve Fund or L7			80,000
Apparatus and Vehicles						
Ambulance replacement	Medic B 08 Chevy - Year 1 - Year 10 - EOL	0	Lease - CRF			
Ambulance replacement	Medic C 09 Chevy - Year 1 - Year 10 - EOL	298,500	BOA F'22 Schedule 8 Lease	298,500		
Ambulance replacement	Medic A 14 Infrt - Year 1 - Year 10 - EOL	0	Lease - CRF			
Ambulance replacement	Medic D 16 Ford - Year 1 - Year 10 - EOL	0	Lease - CRF			
Shift Vehicle replacement	Fire Prevention Vehicle 16 Chevy Tahoe	65,000	Lease - CRF			
Shift Vehicle replacement	Shift Commander vehicle 05 Chevy Suburban	59,000	BOA F'22 Schedule 7 Lease	59,000		
Shift Vehicle replacement	Shift Commander vehicle 14 Chevy Suburban	65,000	Lease - CRF			
Shift Vehicle replacement	Replace Fire Administration 2017 Ford Interceptor	50,000	Lease - CRF			
Shift Vehicle replacement	Fire Prevention Vehicle 14 Chevy Tahoe - EOL	65,000	Lease - CRF			
Forestry unit replacement	Forestry 112 Ford F350 AX4	120,000	Lease - CRF			
Fire apparatus replacement	Replace Engine 1 111 Pierce Pumper	869,000	Lease - CRF			
Fire apparatus replacement	Replace 95' Tower Ladder Truck - EOL	0	Lease - CRF			
Fire apparatus replacement	Replace 19' Pierce Enforcer Ladder Truck - EOL	0	Lease - CRF			
Fire apparatus replacement	Tanker - Water Supply 91' Mack - update with Pump/ Tanker	750,000	Lease - CRF			
Fire apparatus replacement	Replace Rescue 1 2020 Ford F-550	500,000	Lease - CRF			
Apparatus and Vehicles Sub-Totals		357,500	750,000	65,000	323,000	584,000
EMS Equipment						
Lucus Chest Compression System	Replace two (2) CPR assist devices - A safe and efficient tool that standardizes chest compressions in accordance with latest scientific guidelines	82,000	Capital Reserve Fund			
Cardiac monitor replacement - Apparatus	Cardiac Monitor. Replace outdated technology and to comply with American Heart Association (AHA) S Guidelines	168,000	Capital Reserve Fund	40,000	41,000	42,000
Medical Infusion Pumps	Replace four (4) units with outdated technology and to comply with American Heart Association (AHA) S Guidelines and NIH EMS protocols	38,000	Capital Reserve Fund	38,000	30,000	32,000
Patient Movement Devices	Replace outdated patient movement devices such as Power Pro Stretchers and Stair Chairs for ambulances that are nearing end of expected useful life	96,000	Capital Reserve Fund			
Training Equipment						
EMT / Training Equipment Sub-Totals		68,000	40,000	32,000	41,000	40,000
Communications / Station						
Replace portable radios	Replacement of mobile and portable Radios-2yr. program starting in FY'26	318,000	Capital Reserve Fund			
EMT / Training Equipment Sub-Totals		106,000	106,000	106,000	106,000	106,000

TOWN OF DERRY, NH
Preliminary Six Year Capital Improvement Plan
Fiscal Years 2023 - 2028

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Fire Station Construction - Central	Increase square footage to meet current and future needs of the department	1	Bond					1		
Fire Department Training Facility	Technical training facility	1	Bond					1		
Fire Station Construction - English Range	Replace English Range Station due to location, size and functionality	1	Bond					1		
Fire Fighting Equipment	Battery powered ventilation fans	0	Capital Reserve Fund							
Replace Fire Station Alerting System	Fiber IP alerting system-Current system is copper hard-wired	125,000	Capital Reserve Fund					125,000		
Town 100 IA Fire Alarm Notification System	Upgrade and Replace Form 4 System	25,000	Capital Reserve Fund					25,000		
Upgrade and Enhance Computer Aided Dispatch	Upgrade existing modules and purchase additional CAD/RMS modules to improve efficiency	150,000	Capital Reserve Fund					150,000		
Replace Radio Box Receivers	Replace 2 units that are at EOL	105,000	Capital Reserve Fund or L7					52,500		
Motorola Communicarion System Maintenance and Upgrade	Preventative Maintenance and every 2-year upgrade on \$1.6M Communication System	419,787	59% Police 41% Fire CRF	54,891	56,538	58,234	59,981	61,681	63,381	65,081
Communication/Station Sub-Totals										
Emergency Management	Off-Road Gator Provides immediate access to off-road areas of the community to support solid unit and fire suppression. Cross-utilization with other departments	35,000	Homeland Security Grant	0				35,000		
Generator Connections	Provide external generator connections to Municipal Center, Fire Stations 2, 3, & 4 to enhance resiliency.	75,000	Homeland Security Grant	0				75,000		
Emergency Management Sub-Totals										
Prevention and Emergency Services/Management Totals										
Highway	Pavement Management Pavement management program	11,145,787	Operating	1,795,787	1,500,000	1,550,000	1,600,000	1,650,000	1,700,000	1,750,000
	Traffic Signal Upgrades Upgrades to four signals	75,000	Capital Reserve Fund	25,000	25,000	25,000	25,000	25,000	25,000	
	Granary Sidewalk Replacement Replace existing concrete sidewalk	75,000	DCC TIF	75,000						
Sunset Ave - Culvert Replacement #1 (near Sunset Circle) Replace/upgrade existing culvert crossing with a precast concrete box culvert.	500,000	Bond								
Sunset Ave - Culvert Replacement #2 (near Windham Road)	Replace/upgrade existing culvert crossing with a precast concrete box culvert.	500,000	Bond							
Franklin Street - Culvert Replacement	Replace/upgrade existing culvert crossing with a precast concrete box culvert.	500,000	Bond							
Equipment Replacement Program Tracked Snow Mower	Equipment Replacement Program Tracked Snow Mower	60,000	Capital Reserve Fund							
Equipment Replacement Program Replace existing sidewalk	Equipment Replacement Program Replace existing sidewalk	60,000	Capital Reserve Fund							
Equipment Replacement Program Replace 5500 Truck #24A with Crane Body	Equipment Replacement Program Replace 5500 Truck #24A with Crane Body	65,662	BOA FY22 Schedule 6 lease	65,662						
Equipment Replacement Program Trailor Mounted Jet Truck #556A	Equipment Replacement Program Trailor Mounted Jet Truck #556A	90,000	Capital Reserve Fund							
Vehicle Replacement Program Bobcat with Blower attachment	Vehicle Replacement Program Bobcat with Blower attachment	50,783	BOA FY22 Schedule 5 lease	50,783						
Sidewalk Replacement Replace existing sidewalk Easterry Road	Sidewalk Replacement Replace existing sidewalk Easterry Road	100,000	HB 4 Special Revenue							
Vehicle Replacement Program Mack 6 Wheel Dump Truck #516	Vehicle Replacement Program Mack 6 Wheel Dump Truck #516	200,000	Capital Reserve Fund							
Sidewalk Replacement Replace existing sidewalk Crystal Avenue	Sidewalk Replacement Replace existing sidewalk Crystal Avenue	200,000	DCC TIF	130,000						
Downtown Lighting Upgrades New Poles and Lights (30)	Downtown Lighting Upgrades New Poles and Lights (30)	250,000	Lease - CCF					250,000		
Vehicle Replacement Program Ford F-350 4x4 with #550A	Vehicle Replacement Program Ford F-350 4x4 with #550A	50,416	BOA FY22 Schedule 7 lease	50,416						
Vehicle Replacement Program Kubota 4x4 Tractor with mower #550	Vehicle Replacement Program Kubota 4x4 Tractor with mower #550	77,500	BOA FY22 Schedule 6 lease	77,500						
Vehicle Replacement Program Mack 6 Wheel Dump Truck #515	Vehicle Replacement Program Mack 6 Wheel Dump Truck #515	178,185	BOA FY22 Schedule 6 lease	178,185						
Vehicle Replacement Program Mack 10 Wheel Truck #535A	Vehicle Replacement Program Mack 10 Wheel Truck #535A	235,000	Lease - CCF							
Vehicle Replacement Program Sidekick Machine #609	Vehicle Replacement Program Sidekick Machine #609	200,000	Lease - CCF					200,000		
Vehicle Replacement Program Sidekick Machine #609	Vehicle Replacement Program Sidekick Machine #609	200,000	Lease - CCF							
Vehicle Replacement Program Skid Steer #608	Vehicle Replacement Program Skid Steer #608	105,000	Lease - CCF							
Vehicle Replacement Program Chevy 2500 (Engineering) Truck #518	Vehicle Replacement Program Chevy 2500 (Engineering) Truck #518	50,000	Capital Reserve Fund							
Equipment Replacement Program Wheeled Excavator #591A	Equipment Replacement Program Wheeled Excavator #591A	200,000	Lease - CCF							
Equipment Replacement Program RAM 3500 w/flow #625	Equipment Replacement Program RAM 3500 w/flow #625	100,000	Lease - CCF							
Equipment Replacement Program Chevy 2500 (Engineering) Truck #554	Equipment Replacement Program Chevy 2500 (Engineering) Truck #554	50,000	Capital Reserve Fund							
Equipment Replacement Program RAM 5500 w/flow #651	Equipment Replacement Program RAM 5500 w/flow #651	110,000	Lease - CCF							
Equipment Replacement Program RAM 5500 w/flow #626	Equipment Replacement Program RAM 5500 w/flow #626	110,000	Lease - CCF							
										110,000
										0

TOWN OF DERRY, NH
Preliminary Six Year Capital Improvement Plan
Fiscal Years 2023 - 2028

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Highway Sub-Totals				1,918,913	2,695,000	3,105,000	2,300,000	2,100,000	1,810,000	2,020,000
Building & Grounds										
Vehicle Replacement Program	2500 Truck w/o new #57A	47,951	BOA FY22 Schedule 7 lease							
Vehicle Replacement Program	RAM Van #612	40,283	Capital Reserve Fund							
Vehicle Replacement Program	2500 Truck w/Pflow #601	50,000	Capital Reserve Fund							
Vehicle Replacement Program	2500 Truck w/Pflow #628	50,000	Capital Reserve Fund							
Buildings and Grounds Sub-Totals				88,234	50,000	0	0	0	50,000	0
Cemetery										
Cemetery Roads	Rehabilitation of Roads	50,000	Capital Reserve Fund-EMT							
Cemetery Roads	RAM 5500 w/ Pflow #659	110,000	Lease - CRF							
Cemetery Roads	2500 Truck w/Pflow 665	50,000	Capital Reserve Fund							
Cemetery Sub-Totals				25,000	0	0	25,000	0	0	150,000
Code Enforcement										
Vehicle Replacement Program	2500 Truck w/Pflow 619	50,000	Capital Reserve Fund							
Vehicle Replacement Program	2500 Truck w/Pflow 681	50,000	Capital Reserve Fund							
Code Enforcement Sub-Totals				0	0	0	50,000	0	0	50,000
Transfer Station										
Vehicle Replacement Program	Purchase new mini-loader	95,000	BOA FY20 Schedule 5 lease							
Vehicle Replacement Program	Regular replacement schedule for fleet of trailers used for transporting solid waste & recyclable materials.	225,000	BOA FY22 Schedule 7 lease							
Vehicle Replacement Program	Replace Bobcat Skidsteer #614	60,000	Lease - CRF							
Vehicle Replacement Program	Replace Yard Mule #635	50,000	Capital Reserve Fund							
Vehicle Replacement Program	Replace Wheeled Loader #658	275,000	Lease - CRF							
Transfer Station Sub-Totals				170,000	0	335,000	125,000	0	0	75,000
Vehicle Maintenance										
Facility Upgrade	Roofing Repairs	25,000	EMT							
Facility Upgrade	Install New 35' lift fourth bay	90,000	Capital Reserve Fund							
Vehicle Maintenance Program	Cherry 2500 Truck #621	50,000	Capital Reserve Fund							
Vehicle Maintenance Sub-Totals				25,000	0	90,000	50,000	0	0	0
Parks & Recreation										
Vehicle Replacement Program	Replace GMC Canyon #616	35,000	Capital Reserve Fund							
Vehicle Replacement Program	Replace Kubota Tractor #513	30,000	Capital Reserve Fund							
Vehicle Replacement Program	2500 Truck w/Pflow #534	50,000	Capital Reserve Fund							
Parks & Recreation Sub-Totals				0	35,000	0	0	0	80,000	0
PUBLIC WORKS TOTALS				2,227,147	2,680,000	3,530,000	2,550,000	2,100,000	1,940,000	2,305,000
EXECUTIVE / FINANCE DEPARTMENTS										
INFORMATION TECHNOLOGY										
SAN Storage Replacement	Replace current redundant SAN storage	0	Capital Reserve Fund - IT							
Watchguard Appliance Replacement	Replacement of existing server and software upgrade	13,000	Capital Reserve Fund - IT							
GIS Mapping Updates										
Replace all copiers reaching EOL	Partial / replacement of leased copiers	120,000	Lease-CRF - IT							
Backup Appliance Replacement	Replacement of existing backup appliance	0	Capital Reserve Fund - IT							
Smartboard for DFD Robotic	Replace current static screen	12,000	Capital Reserve Fund - IT							
DFD Mobile Data Terminal Replacement-Ambulances	Replacement of current mobile data terminals	80,000	Capital Reserve Fund - IT							
DFD Mobile Data Terminal Replacement	Replacement of current mobile data terminals	10,000	Capital Reserve Fund - IT							
DFD Mobile Data Terminal Replacement	Replacement of current mobile data terminals	80,000	Capital Reserve Fund - IT							

TOWN OF DERRY, NH
Preliminary Six Year Capital Improvement Plan
Fiscal Years 2023 - 2028

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
EXECUTIVE / FINANCE TOTALS				27,000	0	13,000	200,000	80,000	95,000	0
EXPENDABLE MAINTENANCE & TRUST FUND										
FIRE FACILITIES										
Public Works	Replace Central Fire HVAC	6,598	BOA FY20 Lease Schedule 5	6,598						
Central Station Apparatus Bay Doors	Replace 6 apparatus doors with energy efficient doors	19,130	Capital Reserve Fund	19,130						
Central Station Irrigation	Upgrade irrigation in living quarters	40,000	Capital Reserve Fund					40,000		
Enlarge Apparatus Bay Doors	Replace and enlarge to accommodate larger apparatus at English Range and Hampstead Road	41,459	BOA FY20 Lease Schedule 5 lease	41,459						
Dispatch Console Furniture	Replace console furniture originally purchased in 2003 to meet ergonomic studies	80,000	Capital Reserve Fund					80,000		
Island Pond Station Septic Replacement	Replace system that is nearing EO.L.	0	Capital Reserve Fund						20,000	
Hampstead Road Septic Replacement	Replace system that is nearing EO.L.	0	Capital Reserve Fund						20,000	0
Plymouth Woods	Add 3 drops to existing system to accommodate 3 pieces of equipment currently not covered	0	Assistance to Firefighters Grant							
Replace Fire Station Alerting System	Fiber IP based alerting system. Current system is copper hard-wired.	125,000	Capital Reserve Fund or L?						0	0
External Generator Connection - Office Facilities	Enhances critical infrastructure resilience by installing external generator connections to Municipal Center, Police Station, and Fire Stations 2, 3, 4, Comprehensive Building Study	75,000	Homeland Security Grant	75,000						
Fire Facilities	Replace remaining(s) doors	36,500	EMT	36,500						
Central Fire Garage Doors	Replace remaining(s) doors	15,000	EMT					15,000		
EXECUTIVE / FINANCE DEPARTMENTS										
POLICE										
Replace RTUs	Lense bundle with Vets Hall & Adams	40,000	BOA FY20 Lease Schedule 5							
		0	EMTF							
Building & Grounds										
Municipal Center	Upgrade CCTV Network and Cameras	40,000	EMTF							
Derry Municipal Center	Waterproofing and Caulking	19,000	Capital Reserve Fund	19,000						
Public Works	Replace Chiller at Adams Memorial - Lease bundle with Vets Hall & PD	85,000	BOA FY20 Lease Schedule 5							
Derry Police Department	2 Roof Top Units - Replace Roof Top Unit Replacement	40,000	EMTF							
Veterans Hall	Re-pave Parking Lot	50,000	BOA FY20 Lease Schedule 5							
Veterans Hall	Carpet replacement (Tax Collector and Tax Assessor Areas)	7,756	EMTF	7,756						
Derry Municipal Center	Carpet replacement (Tax Collector and Tax Assessor Areas)	27,000	EMTF	27,000						
Adams Memorial Building	Adams Stage Rehabilitation	163,360	50% GDA/5.75%OK DCC GRF	141,440						
Buildings & Grounds Sub-Totals										
Parks & Recreation										
Alexander-Carr Playground	Replace playground structure / equipment / lights	100,000	Bond						100,000	
Alexander-Carr Playground	State Park Upgrade	500,000	Bond/20%Trust/30%DK						500,000	
Ryder Field/Vets	Install lights on Ryder Field #2/Circle Bay Court/Vets	200,000	BondFund 2/24						200,000	
Ryder Field/Vets	Pave parking lot at Ryder Field	125,000	BondFund 2/24						125,000	
Vets/Chairs Field	Vets/Chair Field Upgrade Lights	75,000	BondFund 2/24						75,000	
Don Ball	Up-grade Lighting at Don Ball	75,000	BondFund 2/24						75,000	
Alexander-Carr Building	Build new Facility, redesigns existing structure with 5000sf building	1	BondFund 2/24						0	1
Hood Park Capital Improvements	Subcommittee recommends to build new pickle ball court, playground and splash pad	500,000	DCC TIF						500,000	
Don Ball Park	New tiki playground	2,500,000	BondFund 2/24						2,500,000	
SIC: Baseball Diamond	West Running Brook Field Expansion	2,500,000	Bond							
Phase II Rail Trail Construction	Complete remaining segment from Madden Road to the Londonderry Town Line	1	Gateway TIF, NH DOT Grant, Donations							
Parks & Recreation Subtotal										
DERRY PUBLIC LIBRARY										
DPL - HVAC/Chiller Catwalks	Replace HVAC system CATWALKS	450,000	BOA FY20 Lease Schedule 5	127,960						
DPL - Carpet	Replace carpet in Children's room	45,000	EMTF						45,000	
DPL - Site Renovations	Construction costs for site work	110,000	EMTF/DPLCR?						110,000	
DERRY PUBLIC LIBRARY TOTALS										
TAYLOR LIBRARY										

TOWN OF DERRY, NH
Preliminary Six Year Capital Improvement Plan

TOWN OF DERRY, NH
Preliminary Six Year Capital Improvement Plan
Fiscal Years 2023 - 2028

Item by Group	Project Description	Total Cost Estimate	Funding Mechanism	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Video Storage Server Replacement	Replacement of existing server End of life	30,000	Cable Fund Balance	15,000				15,000		0
Broadcast Automation System Channel 17	Replacement of existing server to HD	50,000	Cable Fund Balance						50,000	
Emerging Media Lab	Responsive Media Facility Improvement	70,000	Cable Fund Balance	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Broadcast Automation System Channel 23	Replacement of existing server to HD	50,000	Cable Fund Balance	50,000						
Backup Battery/UPS	Routine replacement, end of life	10,000	Franchise Revenue	5,000			5,000			
Studio										
IFB - TALK BACK COMM SYSTEM	Studio/remote communication	45,000	Cable Fund Balance	25,000	10,000	10,000	10,000			35,000
Lighting Systems	Chroma Floor	35,000	Cable Fund Balance							
Miscellaneous Equipment Replacements	Production Equipment/Anticipated EOL	125,000	Cable Fund Balance	25,000	20,000	20,000	20,000	20,000	20,000	20,000
Replacement of Graphics System	Replacement of Graphics system	20,000	Franchise Revenue		20,000					
Edit Suite Computer Systems	Workstations	65,000	Cable Fund Balance	15,000	10,000	10,000	10,000	10,000	10,000	15,000
Replace Video Switcher	Replace Video Switcher End of life REMOTE	80,000	Cable Fund Balance				25,000			35,000
Rooftop Camera/Wather		30,000	Cable Fund Balance	30,000						
LPM Radio	Radio Equipment/Required OFRS	90,000	Cable Fund Balance	5,000	15,000	15,000	15,000	15,000	15,000	15,000
Meeting Room Floor #3	Replace existing audio infrastructure with modern Digital Network Systems	0	Cable Fund Balance	60,000						
Main Studio Conversion to Network Audio/Off in	To cover unexpected conversion issues	70,000	Cable Fund Balance	20,000	10,000	15,000	10,000	15,000		10,000
Mic. Equipment	Expected end of life Feedback control, accessibility cruel, diverse box	10,000	Cable Fund Balance	10,000						
Meeting Room Sound QC Replacement	Generator for remote locations	26,000	Franchise Revenue	0						
Mobile Production	End of life	10,000	Cable Fund Balance							
Generator for remote locations/Solar	End of life	10,000	Franchise Revenue	10,000						
Set Design	End of life	75,000	Franchise Revenue	0						
Replacement of Graphics System	Purchased Lease Vehicle	70,000	Cable Fund Balance	75,000	35,000	35,000				
Purchased Lease Vehicle	Replacement of Remote Camera Kit			200,000	225,000	245,000	115,000	85,000	115,000	160,000
CABLE TOTALS										
TOTAL MUNICIPAL PROJECTS		5,511,855	19,657,265	18,882,533	10,523,339	5,300,561	5,824,695	4,046,895		

Listing & Discussion of FY 23 Projects

Police Department

Cruiser Replacement - \$489,368

Systematic replacement of a portion of the Department's marked vehicle fleet..

Fire Department

Pumper-Tank - \$750,000

Replace 1991 vehicle with more versatile unit.

Computer Aided Dispatch - \$150,000

Upgrade existing modules and purchase additional CAD/RMS modules to enhance safety.

Cardiac Monitors - \$40,000

Continue systematic replacement of monitors in apparatus.

Department of Public Works

Pavement Management - \$1,500,000

Annual appropriation for road repair and reconstruction throughout the community.

Traffic Signals - \$100,000

Four-year program at \$25,000/yr. to upgrade signals at various intersections

Sunset Avenue – Culverts \$1.0M

Replace/upgrade existing culvert crossing with a precast concrete box culvert at Sunset Circle, and near Windham Road.

Franklin Street Culvert - \$600,000

Replace/upgrade existing culvert crossing with a precast concrete box culvert

Highway Vehicles - \$555,000

Replacement of the following vehicles:
5500 Truck w/Crane Body- \$130,000
10 Wheel Mach Dump - \$235,000
5500 Truck w/plow - \$105,000
2500 Truck w/plow – 50,000
Mid-Size pick-up truck - \$35,000

Expendable Maintenance Trust	
Fire Facilities - \$65,000	Add 3 Plymovent drops at various stations.
Central Fire - \$15,000	Replace 6 garage doors.
Derry Public Library - \$45,000	Replace carpeting
Parks and Recreation Facilities	
A/C Park - \$600,000	Replace playground/lights using Rec Bond - \$100,000 Skate park upgrade with A/C Trust proceeds and Rec Bond - \$500,000.
Ryder Field & Vet's/O'hara - \$400,000	Replace lighting and complete pickle ball court from Rec Bond - \$200,000 Pave parking lot at Ryder from Rec Bond - \$125,000. Replace lighting at Vet's/O'Hara - \$75,000
Don Ball - \$75,000	Replace lighting
Hood Park - \$500,000	Implement comprehensive renovation plan from Rec Bond.
DPW – Water Division (User Fees)	
Water Main Upgrade - \$600,000	Annual replacement and upgrade, older AC mains are replaced with newer ductile iron mains. These improvements increase the flow capacity of main lines, improve the structural strength of the mains and reduce leak potential and lost water costs.
SNHRWP Pump Station Upgrades \$60,000	Pump Station upgrades associated with regional water system project
Rand Shepard Water Quality - \$6.11M	Comprehensive water quality upgrades.
Vehicle Replacement - \$265,000	#517 – F350 Mechanic Truck - \$85,000 #650 – F550 w/Crane - \$130,000 \$678 – Mid-size pick-up - \$50,000

DPW – Wastewater Division (User Fees)

Vehicles - \$75,000

Replace Mechanic's Utility Truck

WWTP lagoons - \$5.775M

Reline and restore all three lagoons

Standby generators - \$600,000
WWTP

Generators at Sewer Lift Stations and

Cable Division (Franchise Fees)

Master Control Ops - \$75,000

Server, Emerging Media Lab, Ch 23
automation system.

Mobile Production - \$35,000

Remote camera kit

Radio Equipment - \$15,000

Radio Equipment/Required OPS

Studio Equipment - \$90,000

Remote communications; production
equipment, edit suite, rooftop camera

Meeting Rm Equipment - \$10,000

Conversion equipment/support

Capital Reserve/Expendable Maintenance Trust Accounts

The Town has established several Capital Reserve and EMT funds to which annual contributions are made to support long term investments, including fleet maintenance, regular repairs/replacements or recurring costs. The intent is to provide for regular contributions so that full funding is spread over multiple payments. Capital Reserve Fund accounts are created with a vote of the Town Council. A subsequent vote of the Town Council by adoption of the Annual Budget or by separate resolution is required to withdraw resources from the accounts.

The Town Council has adopted a Fund Balance Policy which, among other uses, funds the Towns capital reserve and expendable maintenance trust accounts. Pursuant to this policy, funds may be transferred into these accounts annually without further Town Council action.

The following accounts have been created:

Highway

Fire

Police

Information Technology

Expendable Maintenance Trust for Building and Grounds

The CIP details the allocation of appropriations/UFB to each fund based upon the relative need to fund equipment/retire capital leases. The baseline funding estimate is \$1.25M annually.

CAPITAL RESERVE ALLOCATION

Percent Allocation	UFB Transfer to CRF			
	\$750,000.00	\$1,000,000.00	\$1,250,000.00	\$1,500,000.00
Police	76,500	102,000	150,000	153,000
Fire	255,000	340,000	500,000	510,000
DPW	178,500	238,000	350,000	357,000
IT	31,875	42,500	62,500	63,750
EMTF	112,500	150,000	187,500	225,000
Total	654,375	872,500	1,250,000	1,308,750

CAPITAL RESERVE FUND ANALYSIS
POLICE DEPARTMENT
FY 2023-2028

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Beginning Balance	896,872	913,812	812,811	638,949	506,463	257,024	217,780	176,037	175,714
Lease Schedule #1 (Vehicles)	-								
Lease Schedule #3 (Comm.)	152,183	152,183	152,251	152,251					
Taser Lease	17,460	17,460	43,921	43,921	43,921	43,921	43,921	43,921	43,921
Taser Lease	17,460								
Rear Parking Lot Gate	24,000								
AED Replacement Project			19,140						
Chief of Police Vehicle			39,817						
Crime Scene Processing Vehicle									
Digital Com Recorder System									
WatchGuard 4E Replacement									
Watchguard Body Camera System-Down payment									
Patrol Division Commander Car									
Motorola Communication System Maintenance and Upgrade-59% Share with Fire	78,989	81,359	83,800	86,314	88,814	91,314	93,814	96,314	98,814
Lease Payments on FY23-28 Projects		-	-	-	54,009	54,009	54,009	54,009	54,009
Total Outflow	290,092	251,002	323,861	282,486	399,440	189,244	191,744	150,323	152,823
Total Inflow	307,031	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Ending Balance	913,812	812,811	(101,002)	638,949	506,463	257,024	217,780	175,714	172,891
Annual Change	-			(173,861)	(132,486)	(245,440)	(39,244)	(41,744)	(2,823)

CAPITAL RESERVE FUND ANALYSIS
FIRE DEPARTMENT
FY 2022-2023

	Beginning Balance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036	
	1,540,351	1,915,865	1,688,783	1,374,792	1,186,188	654,134	326,917	(138,323)	(327,353)	(549,867)	(817,440)	(959,776)	(1,032,513)	(1,087,379)	(780,523)	(473,823)	
Lease Schedule #1	135,037	60,023	105,802	105,802	112,658	112,658	112,658	112,658	112,658	112,658	112,658	112,658	112,658	112,658	112,658	112,658	
Lease Schedule #3	60,023	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	111,133	
Lease Schedule #3 (Camm)	105,802	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	137,883	
Lease Schedule #4 (Pumper)	112,658	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	
Lease Schedule #4	112,658	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	117,225	
Lease Schedule #5	111,133	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	13,449	
Lease Schedule #6	111,133	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	46,471	
Lease Schedule #7	111,133	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Lease Schedule #8	111,133	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Water Rescue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Personal Escape Harness System	45,952	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	11,730	
Central Fire Overhead Doors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Personal Protective Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Replace Portable Radios	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Thermal Imaging Cameras	47,668	7,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
SCBA (90% Grant)	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portable Hazardous Materials Monitoring Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
SCBA Air Filling Station (90% Grant)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Lucus Chest Compression System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cardiac Monitor Replacement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cardiac Monitor Replacement - Apparatus	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Medical Monitoring Meters - Apparatus	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Patient Movement Devices	36,000	36,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	
Battery Powered Rescue Tools	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	
Vertical Rescue Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fire Fighting Escapement - Ventilation Fans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Replace Fire Alarming System to Fiber	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Upgrade and Enhance Computer Aided Dispatch	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fire Alarm Notification System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Replace Radio Box Receivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Motorola Communication System Maintenance and Upgrade-41%	54,891	56,538	58,234	61,981	61,981	63,381	65,081	66,781	68,481	70,181	71,881	73,581	75,281	76,981	80,381	80,381	
Split with Police	-	-	125,735	125,735	176,570	320,692	413,463	459,053	536,399	580,207	570,355	499,215	364,944	-	-	-	
Lease Payments on FY22-27 Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Outflow	790,903	727,083	813,990	688,604	1,032,054	827,218	955,240	689,530	722,015	767,612	642,236	572,796	440,225	76,981	78,681	80,381	
Total Inflow	1,168,417	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	384,059	384,059	384,059	384,059	
Ending Balance	1,915,365	(227,083)	1,688,783	1,374,792	1,186,188	654,134	326,917	(138,323)	(465,240)	(189,530)	(222,015)	(267,812)	(142,236)	(1,032,513)	(1,087,379)	(780,523)	(473,823)
Annual Change	-	-	-	-	-	-	-	-	-	-	-	-	(55,366)	(72,796)	(307,373)	(304,478)	

CAPITAL RESERVE FUND ANALYSIS
PUBLIC WORKS DEPARTMENT
FY 2023-2028

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034
Beginning Balance	1,051,613	1,079,708	825,094	542,259	313,252	368,238	231,420	79,841	3,193	(17,318)	73,144	252,951	483,659
Highway Division Leases													
Lease Schedule #1	39,747	57,456	120,715	59,373	13,035	13,035	10,346	45,264	45,264	45,264	45,264	45,264	45,264
Lease Schedule #3	57,398	120,675	59,373	13,035	10,346	10,346	45,264	45,264	45,264	45,264	45,264	45,264	45,264
Lease Schedule #4	120,675	59,373	13,035	10,346	45,264	45,264	45,264	45,264	45,264	45,264	45,264	45,264	45,264
Lease Schedule #5	59,373	13,035	10,346	45,264	45,264	45,264	45,264	45,264	45,264	45,264	45,264	45,264	45,264
Lease Schedule #5-From EMT													
Lease Schedule #7													
Lease Schedule #8													
Cemetery Division Leases													
Lease Schedule #1	3,997	8,310	8,313										
Lease Schedule #4													
Transfer Division Leases													
Lease Schedule #1	29,638	15,460	15,466	21,205	21,205	10,635	10,635	10,635	10,635	10,635	10,635	10,635	10,635
Lease Schedule #4	15,460	21,205	10,635	11,316	11,316	11,316	11,316	11,316	11,316	11,316	11,316	11,316	11,316
Lease Schedule #5	21,205	10,635	11,316										
Lease Schedule #5-From EMT													
Lease Schedule #8													
Parks Division Leases													
Lease Schedule #4	25,716	25,716	25,724										
B&G Division Leases													
Lease Schedule #7		10,346	10,346	10,346	10,346	10,346	10,346	10,346	10,346	10,346	10,346	10,346	10,346
Shouldering Equipment													
Tracked Slope Mower													
Crystal Ave Sidewalk			50,000										
Truck #601													
Truck #602													
Truck 550													
Truck 557A													
Transit Van #612													
Wood Chipper #608													
Traffic Signal Upgrades													
Install VM Lift													
Truck Bl-2													
Truck #618													
Truck #619													
Truck #616													
Truck #626													
Truck #654													
Truck #621													
Truck #665													
Truck #681													
Yard Mule #635													
Kubota Tractor 613													
Truck #654													
Truck #606													
89,798													
Lease Payments on FY23-28 Projects													
	-	72,621	174,010	220,594	282,398	287,850	359,886	347,340	259,038	170,194	139,291	61,805	
Total Outflow	536,518	519,136	659,357	605,529	321,536	513,340	528,100	453,171	371,010	259,038	170,194	139,291	61,805
Total Inflow	538,091	238,000	350,000	350,000	285,522	285,522	285,522	285,522	350,000	350,000	350,000	350,000	350,000
Solar Repayment	26,522	26,522	26,522	26,522	26,522	26,522	26,522	26,522	26,522	26,522	26,522	26,522	26,522
Ending Balance	1,079,708	825,094	542,259	313,252	368,238	231,420	173,841	31,193	(17,318)	73,144	252,951	453,659	751,855
Annual Change	-	(25,614)	(283,835)	(223,007)	54,986	(136,818)	(151,578)	(76,649)	(21,010)	90,962	179,806	210,707	288,195
CRF Outflows including debt service													
FY23-28	3,146,999												
CRF Inflows													
FY22 Appropriations	58,870												
UFB for FY20-F/21	207,698												
UFB for FY21-F/22	211,613												
Min. Loader TS	538,091												

CAPITAL RESERVE FUND ANALYSIS
INFORMATION TECHNOLOGY DEPARTMENT

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Beginning Balance	57,235	94,645	157,145	206,645	189,145	146,555	88,964	126,373	163,783	201,192	263,692
Lease Schedule #2											
Desktop Switches											
Storage Refresh											
Update GIS Mapping											
SAN Storage Replacement											
Vehicle											
Smart Board for DPD Roll Call	12,000										
Watchguard Appliance Replacement											
Replace Copiers											
Backup Appliance Replacement											
LAN Expansion (FD)											
DPD MDT's	15,000										
DFD MDT's-Ambulances											
DFD MDT's											
Lease Payments on FY23-27 Projects											
Total Outflow	27,000										
Total Inflow	64,411	62,500	62,500	13,000	80,000	105,091	120,091	25,091	25,091	25,091	-
Ending Balance Annual Change	94,645	157,145	206,645	189,145	146,555	88,964	126,373	163,783	201,192	263,692	326,192
CRF Outflows including debt service FY23-28		62,500	49,500	(17,500)	(42,591)	(57,591)	37,409	37,409	37,409	62,500	62,500
CRF Inflows FY22 Appropriations											
UFB for FY20-FY21	7,047										
UFB for FY21-FY22	24,851										
UFB for FY21-FY22	32,513										
	64,411										

CAPITAL RESERVE FUND ANALYSIS
EXPENDABLE MAINTENANCE TRUST FUND

FY 2023-2028

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Beginning Balance	346,495	387,549	405,109	489,168	508,228	611,372	674,516	777,659	880,803	983,947
Lease Schedule #5 - HVAC	19,084	19,084	19,084	19,084	19,084	-	-	-	-	-
Lease Schedule #5 - HVAC-Reallocate to PW	108,026	108,026	108,026	108,026	108,026	108,026	108,026	108,026	108,026	108,026
Lease Schedule #5 - HVAC-Reallocate to PW	(23,670)	(23,670)	(23,670)	(23,670)	(23,670)	(23,670)	(23,670)	(23,670)	(23,670)	(23,670)
Various Projects										
Remote CCTV Cameras	35,924									
DMC Roof Maintenance	47,000									
DMC 1st Floor Carpet	27,000									
Vets Hall Paving	7,756									
DMC Masonry Caulking	19,000									
Central Station Insulation										
Apparatus Doors at Hampstead & ER	15,000									
Apparatus Doors at Hampstead & ER	-									
Island Pond Septic										
Hampstead Road Septic	6,500									
Plymouth Docks(Grant?)										
Fire Dispatch Furniture										
Fire Station Alerting System										
Fire Facility Study	36,500									
External Generator Connections										
DPL - Children's Room Carpet	-									
Adams Stage	-									
Cemetery Road Paving	25,000									
Cemetery Road Paving	-									
Lease Payments on FY23-28 Projects	-									
Total Outflow	325,290	169,940	103,440	168,440	84,356	124,356	84,356	84,356	84,356	84,356
Total Inflow	366,344	187,500	187,500	187,500	187,500	187,500	187,500	187,500	187,500	187,500
Ending Balance	387,549	405,109	489,168	508,228	611,372	674,516	777,659	880,803	983,947	1,171,447
Annual Change	-	17,560	84,060	19,060	103,144	63,144	103,144	103,144	103,144	187,500
CRF Outflows including debt service FY20-25	903,602									
CRF Inflows	40,080									
FY22 Appropriations	141,344									
UFB for FY20-FY21	184,920									
UFB for FY21-FY22	366,344									

CAPITAL RESERVE FUND ANALYSIS
WASTEWATER DEPARTMENT
FY 2023-2028

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
Beginning Balance	677,933	677,933	677,933	677,933	677,933	677,933	596,814	515,696	434,577	353,458	272,339	191,220
Replace and Rehabilitate pipelines: Replace and upgrade 1250 feet of corroded effluent force main DIP												
Replace Sewer Cleaner				-	81,119	81,119	81,119	81,119	81,119	81,119	81,119	81,119
Total Outflow		-	-	-	81,119	81,119	81,119	81,119	81,119	81,119	81,119	81,119
Total Inflow												
Ending Balance	677,933	677,933	677,933	596,814	515,696	434,577	353,458	272,339	191,220	110,102		

Conclusion & Recommendations

The Capital Improvements Program herein provides a guide for budgeting and development of Derry's public facilities. The Town will review and update the CIP each year prior to budget deliberations, and the CIP may be modified each year based on changes in needs and priorities. As noted in the Plan, there are some projects proposed where it has been determined that there is not enough information to make a recommendation concerning a proposed capital project. These are topics that should be studied in further detail before funding decisions should be made.

The proposed plan is submitted for review and comment by the Planning Board prior to review and adoption by the Town Council.

The Town will continue to seek improvements to this process to identify and fund necessary capital investments within the voter approval tax cap as set forth under Section 9.4 of the Town Charter.

Appendix A: Town Charter Authorization

TOWN OF DERRY TOWN CHARTER—SECTION 9.8

(A) The Town Administrator, after consultation with the Planning Board, shall prepare and submit to the Town Council a capital improvement plan at least one month prior to the final date for submission of the budget. The capital improvements program shall include:

(1) A clear summary of its contents.

(2) A list of all capital improvements including major replacements which are proposed to be undertaken during the next 6 fiscal years, including, but not limited to, equipment, sewer and water mains or facilities, roads, sidewalks, bicycle paths or lanes, public open spaces and recreation facilities, new police or fire stations, and other new public facilities and major items of equipment, with appropriate supporting information as to the necessity for such improvements. 28

(3) Cost estimates, methods of financing and recommended time schedule for each improvement.

(4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

(B) The capital improvements plan shall be based on a period of not less than 6 years and shall be guided by the Master Plan for the Town.

(C) The foregoing information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

(D) The Town Council and Planning Board shall meet annually in preparation for and review of the capital improvements plan in a manner determined from time to time by the Town Council.

(E) A summary of the updated capital improvements plan with estimated costs shall be included in the Town report and the current year costs of the capital improvements plan shall be included in the Town budget.

(F) The Town Council shall publish in one or more newspapers of general circulation in the Town a general summary of the capital improvements plan and a notice stating: (1) the times and places where copies of the capital improvements plan are available for inspection by the public; and (2) the date, time and place not less than 2 weeks after such publication, when a public hearing on said plan will be held by the Town Council.

(G) After the public hearing and at the time of adoption of the budget as set forth in Section

9.4D of the Charter and on or before 30 days prior to the start of the ensuing fiscal year, the Town Council shall by resolution adopt the capital improvements plan with or without amendment, provided that each amendment must be voted separately and that any increase in the capital improvements plan as submitted must clearly identify the method of financing proposed to accomplish the increase.

RESOLUTION #2021-061

To Revise the Town's Fund Balance Policy

WHEREAS, The Town Council on May 15, 2018 revised the Fund Balance Policy which established a certain retention level of Unallocated Fund Balance and further directed that excess fund balance be transferred to capital reserve funds; and

WHEREAS, the State Legislature recently amended the statute to fully fund Meals & Rooms revenues to towns and cities, allowing the Town to rely upon sustainable revenues to offset the property tax burden; and

WHEREAS, a transition period is anticipated before the Town's full share of increased Meals & Rooms revenues becomes available during the State's upcoming biennium;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the following procedure is hereby adopted regarding the Town of Derry Fund Balance Policy:

- 1) Unassigned Fund Balance shall remain targeted at 9.5% of the sum of the Town's general fund operating appropriations, the state education tax amount, the local school net tax commitment and the county appropriation;
- 2) During the FY22-23 State Biennium Budget, fund balance may be used annually to supplement additional Meals and Rooms revenues to the combined amount of \$650,000, should funds be available beyond the 9.5% threshold;
- 3) Annually, Unallocated Fund Balance in excess of the 9.5% threshold and the amount used in para 2) above shall be transferred without further action of the Town Council, to capital reserve funds for Police, Information Technology, Fire, and Public Works, proportional to the proposed expenditures from capital reserve as set forth in the adopted Capital Improvement Plan.
- 4) The amount of the fund balance transfer shall be limited to \$1.5M annually, including the appropriation to the Buildings and Grounds Expendable Maintenance Trust. The \$1.5M target shall be further reduced in any year by funds the Town Council may appropriate from the annual budget to the Capital Reserve Funds;
- 5) The amount of Unallocated Fund Balance to be transferred to the Buildings and Grounds Expendable Maintenance Trust shall equal 15% of the total amount available or appropriated under this policy, limited to \$225,000 annually;
- 6) Any Unallocated Fund Balance available beyond that necessary to comply with this Resolution shall be retained and managed pursuant to future Council resolutions;
- 7) For purposes of this Policy, Unallocated Fund Balance shall be defined according to Governmental Accounting Standards Board Statement No. 54, and shall further include any inter-fund transfers in the form of loans (e.g. Brady Avenue Sewer);

- 8) Nothing within this policy shall prevent the Town Council, by appropriate action pursuant to the Town Charter and state statutes, from transferring funds between capital reserve funds to meet the needs of the organization.

This Resolution shall take effect immediately upon its passage.

Adopted September 21, 2021